

**MARTIN CITY COUNTY WATER DISTRICT
BOARD OF DIRECTORS MEETING**
October 18, 2022, LIETZ HALL, MARTIN CITY, MT
Minutes

The meeting was called to order at 7:03 p.m.

Present: President-Greg Doggett, Officers-Cindy Doggett, Ed Benton, Jim Zerbe and Chief Operator/General Manager Ben Shafer. New Administrative Accountant Colleen Downing.

Absent – Tyler Lentz.

The Minutes for September 20, 2022 were approved by unanimous consent.

Operator Report:

- Chief Operator/General Manager Ben Shafer reported the X2 (Martin City Rural Fire Department) bacteriological water test sample taken on October 6, 2022, for coliform was satisfactory. Nitrate test on October 6, 2022 was satisfactory with result of 0.30 mg/L.
- Ben is still waiting on complete details from potential vendors for the relining of the water storage tank, Work Order 2022-1, in particular, what will be done to assure water service to Glacier Hills during the time the storage tank is being worked on.
- The water tank mixer has been delivered and is waiting for installation by Steve Matelli.
- Ben will look into obtaining an alternate contractor for the generator enclosure, WO 2020-23.
- An installation estimate for Jon Brite was emailed to customer 9/25/2022.
- Ben checked Dana Baldwin's meter, which has shown 0 usage since installation 2 years ago, and it appears to be correct.
- A current price for a Master Meter Acculinx w/XTR, B12-A31-A05-0109B-1 is still needed. This meter has a mechanical register and we may want to order it instead of Elinx and separate XTR antenna.
- Rammer's meter was replaced.
- ? - XTR warranty exchanges: 2 from November, 2021, which were refused by Matt; April mtg. notes – replaced XTR for acct. 98; July mtg. Notes – Elaine Floyd needs XTR replaced; Lietz Hall – bad XTR?
- New Customer application and deposit fee for Tom Torpen (Robert Jones' account) has not been received. Delinquent fees have been paid.

System Total Reports:

- The Board reviewed the October System Totals Reports. Water loss for Route 1 is 63,349 gallons.
- The October Usage Reports, Exceptional Usage, Usage and Loss, and the Comparison Reports were reviewed next. Usage may have been high because of dry weather.

Financial Reports:

- The District's financial statements for September 2022 were reviewed. Net Income was recorded as \$7,143.00. Expenses for tank relining and water tank mixer will be reflected in future County Capital Fund. There were no comments or questions on the District's Balance Sheets, nor on the Clerk's timesheets.
- The Disbursement Report for October 15 was reviewed.
- **A motion to approve the Disbursement Report dated October 15, 2022 was made by Greg, seconded by Ed, and unanimously approved by the Board.**

Adjustment, New Accounts & Past Due Reports:

- The Adjustments Report for October 2022 was reviewed.
- The Past Due Lists for October were reviewed and the accounts that were posted were noted. Chief Operator continues to get negative feedback about the posting fee.
- **Old Business:** The 5% rate increase proposal effective January 1, 2023. A customer letter detailing the proposed water rates and fees increases was mailed to each MCCWD customer. Since the District had not received any feedback nor were there any guests at the meeting to offer comments, the Board moved to officially approve the rate increase approval. Greg read **ORDINANCE NO. 2022-2** printed below:
 - ***An ordinance of the Board of Directors of the Martin City County Water District increasing the water rates, fees, and other charges.***
Be it ordained by the board of directors of the Martin City County Water District as follows:
 - ***1. In accordance with Montana Code Annotated 7-13-2275 (5), the attached Rate Schedule and Schedule of Fees and Other Charges shall become effective for all customers January 1, 2023.***
 - ***2. This rate increase shall remain in force until a general review and revision of rates, fees, and charges for services or facilities has been undertaken, public hearings have been held in accordance with MCA 7-13-2275 (4), and the Board by resolution has imposed, established, changed or increased rates, fees, or charges in accordance with MCA 7-13-2275 (4)(e).***
 - **The Board of Directors of the Martin City County Water District passed and adopted the Ordinance the 18th day of October, 2022, with Directors voting with 4 Ayes, 0 Noes, and 1 Absent.**
 - After the second reading of Ordinance 2022-3, Herbert's annexation, the **Board of Directors of the Martin City County Water District passed and adopted the Ordinance the 18th day of October, 2022, with Directors voting with 4 Ayes, 0 Noes, and 1 Absent.** Flathead County has not returned the necessary paperwork to continue the annexation process with the State.
 - Recoating of storage tank, the generator enclosure, and Done Dirty LLC painting estimate were discussed earlier.
 - Chief Operator has located 1 hydrant without a lock. 1 still to be located.
 - Ben will also look into the MRWS Source Water Protection Plan status.
- **NEW BUSINESS:** The Board granted permission for Colleen Downing to access account information and conduct business for all the District's accounts with Glacier Bank. They also agreed to remove Mary Margaret Alexander's access to the same accounts.
- Ed Benton, Jim Zerbe, and Greg Doggett were approved for another term as Board Directors. Paperwork has still not been received from Flathead County Elections to formalize the approval.

The Board agreed to skip the District's Board Meetings in November and December, and to schedule its next meeting for Tuesday, January 17, 2023 at 7:00 p.m. The Board President was delegated to approve the Disbursement Reports and sign checks in the months with no meetings.

As there were no other items to discuss, Cindy made a motion at 8:15 p.m. to adjourn and Ed seconded it; all agreed.

Respectfully submitted,

Colleen Downing